

2015 SEP -1 P 2: 50

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**EASTERN ESSEX DISTRICT
DEPARTMENT OF VETERANS' SERVICES
TOWN HALL 25 GREEN STREET, IPSWICH, MA 01938**

Karen F. Tyler
District Director

GEORGIA GADBOIS
Assistant to the Director

MEETING NOTICE

Pursuant to MGL Chapter 30A, § 18-25

All meeting notices and agenda must be filed and time stamped in the Town Clerk's Office
and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

Committee or Governing Body: Eastern Essex District Veteran's Board of Directors

Meeting Location: Veterans Services Office- Ipswich Town Hall

Day, Date, and Time of Meeting: Thursday, September 3, 2015 at 7:00pm

Signature: 

Date: 9/1/15

AGENDA

Please list below the topics of the chair reasonable anticipates will be discussed at the meeting.

1. Introduction of the newest member of the Board of Directors (Bob Janes)
2. Appoint Board Secretary
3. Goal Setting, to include office functions, job descriptions, financial reporting, ect
4. Discussion of financial audit
5. Financial Policies
6. Equipment and Staff
7. New Business